

IS 631, Fall 2009

Course Title: Management Information Systems
Department of Information Systems (<http://www.is.umbc.edu/>)
UMBC (<http://www.umbc.edu/>)
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1 Instructors and Contact

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Officially, the administration and terminology of the Online Master's Program is that each section is taught by an *Associate Faculty* (AF) member. Several AFs are supervised by one *Instructor of Record* (IoR). The AF is responsible for teaching the course and is not a teaching assistant. When the Online Master's Program began, the AF was required to have a PhD degree and have previously taught graduate students.

Currently, UMBC allows properly qualified PhD students to serve as associate faculty. Since the AF and IoR terminology is not familiar to most students, we will for this course call the AF for a section the ***Instructor*** and call the IoR the ***Coordinator***. This terminology will be used for PhD students and for AF members having a PhD degree.

The Coordinator of the Instructors for IS 631 is Henry Emurian, who is involved in the course design and administration. He collaborates with the Instructors as professional colleagues. Any issue that can not be resolved between a student and an Instructor, however, should be directed to the Coordinator.

The best way to contact us is to send e-mail to the Instructor who is responsible for your section. We will try to respond to every email within 24 hours except, perhaps, during the weekends or holidays. If you do not receive an email response from us within 48 hours, please re-send the email. Please include "IS 631" in the "Subject" line of your email.

2 Course Description

This course aims to provide you with the opportunity to acquire general knowledge in understanding the organizational and technical aspects of information systems. It covers the organizational and managerial foundations of systems, their strategic roles, and the organizational and management changes and challenges with respect to the digital firm. Additionally, the course covers the technical foundation for understanding information systems, describing the hardware, software, data storage, and telecommunications technologies that comprise the organization's information technology infrastructure. Further, it will examine the role of information systems in managing organizational knowledge and in enhancing management decision making for the digital firm. Finally, it introduces the process of redesigning organizations using information systems.

This course is a core course of the IS online MS program at UMBC. It provides an essential background to pursue the study of specialized areas such as database management systems, networks, telecommunications, and systems analysis and design.

2.1 Objectives

Upon completion of the course, students are expected to demonstrate the following competencies:

1. Understand how organizations, management, and technology are brought together to form a networked enterprise.
2. Understand information technology infrastructure that enables the digital firm.
3. Understand the roles of information systems in capturing and distributing organizational knowledge and in enhancing managerial decision-making.
4. Understand the management and organizational issues associated with managing information systems.

5. Apply information technology to the redesign of organizations and to its products, services, procedures, jobs, and management structures.

2.2 Course Material

- Required Textbook
Kenneth C. Laudon and Jane P. Laudon. *Management Information Systems: Managing the Digital Firm. 11th Edition*, Pearson Education Inc., Upper Saddle River, NJ 07458.

3 Course Grading

In this course, each completed assignment will have an associated point value. A letter grade will be awarded at the end of the semester as your final grade based on the number of points you have received.

It is assumed that all students in IS 631 are professionals who are highly motivated to achieve excellence in all aspects of their work and study. Designating points for deliverables is a way to document your participation and progress in the course, and you should aim for the highest level of achievement in all of your work throughout the semester. Point values for various deliverables are as follows.

Item	Number	Point Value	Total & Percent
Chapter impressions/evaluations	14	30	420 (24%)
Quizzes	14	45	630 (36%)
Journal Article Reviews	4	100	400 (23%)
Case Studies	3	100	300 (17%)
			1750 (100%)

Grading of written assignments reflects the instructor's cumulative experience in this area of work together with the training, supervision, and guidance that he or she has received. It is understood that assigning numbers to a professional product is an art, not a science. Your participation in this course indicates your acceptance of this model. If you have questions about a grade you receive on any work in this course, please contact the instructor within one week after the grade is released. It is important to understand that the grade reflects academic achievement, and all of the instructors in IS are devoted teachers who are motivated to help you succeed. Final letter grades, however, are not negotiable.

In this course, your point tally percentage will be converted into a letter grade following a mapping system shown below:

90 - 100	A
80 - 89	B
70 - 79	C
60 - 69	D
< 60	F

4 Assignments

4.1 Chapter Readings

The course will cover the first 14 chapters in the textbook.

4.2 Chapter Quizzes

There will be an **online objective quiz** for each chapter. Once the quiz has started, you must complete it within one hour. If you begin a quiz and abort it, the grade recorded will be zero. As long as a quiz is accessible on Blackboard, you may retake it as many times as you want, and only your last score will be counted. Each time a quiz is retaken, there may be a different ordering of the questions and the answers.

The quiz for each chapter in the textbook must be completed within two weeks after the material for that week has been made available on Blackboard. In general, the Blackboard folder containing weekly requirements (e.g., Week 1, Week 2, etc.) will be available for two successive weeks. For example, when the Week 2 folder, which will be located in the Assignments folder, is made available on 9/8, the quiz and Discussion Forums for that material will be accessible through 9/21. See the Course Schedule section below for the dates. The Week 1 material may be made available prior to 9/1, but it will be unavailable after 9/14.

4.3 Chapter Impressions/Evaluations

Your **written evaluation of each textbook chapter** will be posted directly on the Discussion Board. You must post your evaluation within two weeks after the material for that week has been made available on Blackboard. Post your evaluation in a new thread.

4.4 Journal Article Reviews

Four reviews of journal articles will be written during the semester. The reviews must be submitted as a Word document by the posted due dates. Attach your

review in a new thread on the labeled Discussion Board, and also send it to the instructor as an email attachment.

4.5 Case Studies

Three case studies will be submitted during the semester. The case studies must be submitted as a Word document by the posted due dates. Attach your case study in a new thread on the labeled Discussion Board, and also send it to the instructor as an email attachment.

4.6 More Information

Details about the chapter evaluations, the journal article reviews, and the case studies are presented on the Blackboard course site.

5 Course Schedule

The pace of the course will be oriented around weekly activities and deliverables. The first week encompasses 9/1 through 9/7, and the final week encompasses 12/8 through 12/14. The course will cover the first 14 chapters in the textbook, corresponding to Week 1 through Week 14 on the schedule. In the Assignments Folder on Blackboard will be posted the requirements for each week. Review 4 will be due at the end of Week 15, and the Chapter 14 quiz and evaluation must be completed by the end of Week 15.

You may submit journal article reviews and case studies earlier than the due dates posted. It is to be understood, however, that mastery of the course will require due diligence and attention to your work on a week by week basis. **Late chapter evaluations and late journal article reviews and case studies will not be accepted for point credit. You must plan your schedule carefully to conform with the pace of the course.**

The due dates for the journal article reviews and the case studies are as follows:

<i>Week</i>	<i>Start</i>	<i>End</i>	<i>Deliverables</i>
1	1-Sep	7-Sep	
2	8-Sep	14-Sep	
3	15-Sep	21-Sep	Case study 1 (Chapter 2)
4	22-Sep	28-Sep	
5	29-Sep	5-Oct	Review 1
6	6-Oct	12-Oct	
7	13-Oct	19-Oct	Case study 2 (Chapter 6)
8	20-Oct	26-Oct	
9	27-Oct	2-Nov	Review 2

10	3-Nov	9-Nov	
11	10-Nov	16-Nov	Case study 3 (Chapter 10)
12	17-Nov	23-Nov	
13	24-Nov	30-Nov	Review 3
14	1-Dec	7-Dec	
15	8-Dec	14-Dec	Review 4

In summary, chapter evaluations and the online quizzes will be due no later than two weeks following the availability of the material on Blackboard. The Discussion Boards and quiz for a chapter will be removed at the end of the 2-week period. It is best to complete the required work on a weekly basis, and the 2-week period is available in case students encounter unforeseen circumstances that interrupt their work on the course. The due dates for the journal article reviews and case studies are fixed.

6 Student Course Evaluation Questionnaire

The Department of Information Systems will administer an official, final online Student Course Evaluation Questionnaire (SCEQ) in the last two weeks of the semester.

7 Statement on Academic Integrity

By enrolling in this course, each student assumes the responsibilities of an active participant in UMBC's scholarly community in which everyone's academic work and behavior are held to the highest standards of honesty. Cheating, fabrication, plagiarism, and helping others to commit these acts are all forms of academic dishonesty, and they are wrong. Academic misconduct could result in disciplinary action that may include, but is not limited to, suspension or dismissal. Acts of Academic Misconduct are defined as the following:

- **Cheating:** Knowingly using or attempting to use unauthorized material, information, or study aids in any academic exercise.
- **Fabrication:** Intentional and unauthorized falsification or invention of any information or citation in an academic exercise.
- **Facilitating Academic Dishonesty:** Intentionally or knowingly helping or attempting to help another commit an act of academic dishonesty.
- **Plagiarism:** Knowingly representing the words or ideas of another as one's own in any academic exercise, including works of art and computer-generated information/images. For example, failing to do proper citations is considered plagiarism. To read the full Student Academic Conduct Policy, consult the UMBC Student Handbook, the Faculty Handbook, or the UMBC Policies section of the UMBC Directory or for graduate courses, the Graduate School website at <http://www.umbc.edu/gradschool/>.

If you are having problems with any aspect of this course, please contact your instructor. We are here to help you succeed at UMBC.